

Exhibit 2

Sheffler, Scott

From: Kim, Jenny
Sent: Friday, May 11, 2018 9:44 AM
To: 'FOIARequest@hhs.gov'
Cc: 'Lakisa.Carter@hhs.gov'; Sheffler, Scott
Subject: FOIA Request Letter
Attachments: FOIA Request Letter (5.11.2018).pdf

Good morning Mr. Marquis,

On behalf of Scott Sheffler, I am attaching the FOIA request letter.

Sincerely,
Jenny

Jenny Kim

Legal Assistant
Feldesman Tucker Leifer Fidell LLP
1129 20th Street, NW, Suite 400
Washington, DC 20036
T. 202.466.8960
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Scott Sheffler SSheffler@ftlf.com

May 11, 2018

TRANSMITTED VIA EMAIL (FOIARequest@hhs.gov)

Michael Marquis, FOIA Officer
U.S. Department of Health and Human Services
Hubert H. Humphrey Building, Room 729H
200 Independence Avenue, S.W.
Washington D.C. 20201.

Re: FREEDOM OF INFORMATION ACT REQUEST

Dear Mr. Marquis:

Please accept this request for information pursuant to the Freedom of Information Act ("FOIA"), 5 U.S.C. § 552, as implemented by the Department of Health and Human Services ("HHS") at 45 C.F.R. Part 5.

Please provide a copy of HHS's Grants Policy Administration Manual ("GPAM"), as referenced on the Office of Grants Policy, Oversight and Evaluation's website (<https://www.hhs.gov/about/agencies/asfr/ogapa/grants/ogpoe/index.html>).

For purposes of this request, please construe the term "HHS" to include all departments and divisions thereof, including but not limited to the Office of Grants and Acquisition Policy and Accountability and its subordinate offices.

Please confirm receipt of this FOIA request, and please do not hesitate to reach out with any questions. I may be reached anytime at ssheffler@ftlf.com or by phone at (202) 466-8960.

Respectfully submitted,



Scott S. Sheffler
Partner

Copy to:

Lakisa Carter, Senior Policy Analyst, Office of Grants Policy, Oversight and Evaluation
(Lakisa.Carter@hhs.gov)

ENCLOSURE (1)